

## Library Bond Act Grant Applications - Cycle 1 Individual Application Summary

<i>Project Name [Number]</i>	<b>Manor Community Branch Library 1026</b>	<i>Current Square Footage</i>	<b>2,100</b>
<i>Applicant</i>	<b>San Leandro, City of</b>	<i>Project Square Footage</i>	<b>9,500</b>
<i>Operating Library Jurisdiction</i>	<b>San Leandro Public Library</b>	<i>Service Area Population:</i>	<b>28,093</b>
<i>Project Type</i>	<b>New Library</b>		
<i>Project Priority</i>	<b>1st</b>	<i>Anticipated Construction Start Date:</i>	<b>7/15/2003</b>
<i>Joint Use Type</i>	<b>Joint Venture</b>		
<i>Multipurpose?</i>	<b>NO</b>	<i>Total Project Amount</i>	<b>\$5,915,488</b>
<i>Leased Site:</i>	<b>NO</b>	<i>State Grant Amount</i>	<b>\$3,800,856</b>

### **Bond Act Factors** [California Code of Regulations Title 5, Section 19998 (a)]

	<b>Rated</b>	<b>Other</b>
<i>Needs of urban and rural areas:</i>		<b>[see map]</b>
<i>Population growth:</i>		<b>35%</b>
<i>Financial capacity of applicant to open and maintain operation of the library (new libraries only):</i>		<b>Yes</b>
<i>Age and condition of existing library:</i>	<b>Poor Condition ( = Very Good )</b>	
<i>Inadequacy of the existing library in meeting needs of residents and the response of proposed project to meeting the needs:</i>	<b>Very Good</b>	
<i>Plan of Service integrates appropriate electronic technology:</i>	<b>Outstanding</b>	
<i>Appropriateness of proposed site for the proposed project:</i>	<b>Very Good</b>	
<b>Overall Rating:</b>		<b>Very Good</b>

### **Summary of Review Panel Comments**

**Population Growth** 35.1%

**Age and Condition** The existing library was built in 1953 and has not been renovated. The current library is located in a converted residential duplex, which was not designed to accommodate the load of book stacks and the need for telecommunications. Major deficiencies of the current facility: no public off-street parking; does not meet ADA or seismic code; inadequate amount of space (2,100 SF serving a community of 28,000 residents).

**Needs of residents/response of proposed project to needs** The needs assessment process included a variety of methods for residents to provide input, including: patron surveys, focus groups, public workshops, interviews, and mapping analysis of library use patterns for the library system. Analysis of demographic data was well done and led to appropriate conclusions concerning library service needs.

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The plan of service addresses the needs assessment findings. Goals and objectives are clearly written and provide a good general outline of services to be provided. The plan of service indicates that the community-specific services that will be provided -- a computer center, a family literacy center, and a homework center -- will be carried out in a single multipurpose room, separately at various times during the day, which means that none of the services can occur simultaneously and that collections housed in the multipurpose room would be unavailable to library users most of the day. The Family Literacy Center will provide space for the School District's CBET program, linking those efforts with the library's FFL program. In addition to services for K-6 students, services are planned for the adult clientele, but there appears to be no consideration for a young adult area or collection.

The building program: The needs assessment states that a minimum of 14,000 SF is called for, but the building program specifies 9,500 SF, with no discussion of future expansion. It appears that a compromise in facility size has been made, possibly to enable the use of the proposed site. While the plan of service mentions a computer center with state-of-the-art technology, a family literacy center that will house materials and provide space for tutoring, as well as a homework center, it appears that these activities are actually planned to be carried out in a single multipurpose room, which will be scheduled by day and hour of the day to accommodate each activity. Using a single room to provide all these services means that none of them can occur simultaneously. Any collections housed in the multipurpose room would be unavailable to library users most of the day. However, there are 2 small study rooms (occupancy 2-6) and a small area designated as Technology Training for 2-5 people in the Adult/Young Adult area which may be used for some aspect of these services.

Conceptual plans: Most adjacencies required in the building program have been achieved with the floor plan, but the building program was not in sync with the needs assessment and plan of service. The two study rooms called for in the building program appear to have been combined into a single area and is not a separate room, which does not meet the functional requirements of the building program. The multipurpose room, which will accommodate several space-intensive services, is shown to be approximately 30% smaller than was required in the building program. Program areas are not shown on elevations and sections, making orientation difficult.

Joint use agreement: Homework Center, Computer Center, & Family Literacy Center: The library has separate joint use agreements with two school districts to provide these joint venture services. This agreement represents a partnership with mutual benefits and responsibilities for the participants. The agreements are well developed, with equal levels of staffing and funding responsibilities. While specific funding amounts are not mentioned, funding is implied by the amount of equipment and types of services to be provided. The agreement cites a combination homework/literacy/computer center, which will result in time constraints on the services as discussed in the plan of service. While overall this is a strong agreement, it falls short in combining these services into a small space. Both the school district and city will be providing wireless laptop PCs, which will provide exceptional service to the clientele.

**Plan of Service Integrates Appropriate Technology** An understanding of the need for technology to assist in solving library service needs is demonstrated throughout the planning documents. Specific technology uses include: wireless technology to allow students to access information and databases provided by their schools, allowing them to make use of the information beyond school hours and walls; wiring each seat for technology; space in the computer center for the school district's E-Learning Project for after-school, evening, and weekend use; training in computer use, technology, and the Internet for school-aged children and their families; and availability of portable laptops for Grade 4-12 students.

**Appropriateness of Proposed Site** The proposed site is adjacent to the current library facility and lies between areas of small retail stores and densely populated residential areas. The site is accessible by foot, auto, and bicycle. The site is within close proximity to 9 schools. Library programming is planned to compliment that of the nearby Community Center. The needs assessment states that a minimum of 14,000 SF is called for, but the new building will be 9,500 SF, with no space available for future expansion on the site. It appears that a compromise in size of facility may have been made to utilize the location.

**Financial Capacity** The applicant has committed to the on-going operation of the completed library.